

MANSFIELD TOWNSHIP COMMITTEE MEETING

July 10, 2019

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star Gazette and Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Hayes, Mr. Farino, Mr. Misertino, Mrs. Mora Dillon, Mayor Watters

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Hayes made a motion to approve the minutes from the regular meeting held on June 26, 2019, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Hayes made a motion to approve the minutes from the Executive Session held on June 26, 2019, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

BILL LIST:

Mr. Hayes made a motion to approve the bill list as presented, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: Mr. Farino

AWARDS PRESENTATION:

Certificates of Achievement were awarded for 5th through 8th Grade winners for the Warren County Tournament Championship Softball. Mrs. Mora Dillon announced each participant, and Mayor Watters presented the certificates.

CLERK'S REPORT:

Ms. Hrebenak stated that she has two applications for raffles, a 50/50 and a basket raffle to be held on July 20, 2019 at Tri County Fire Company. All items are in order; a motion is needed to approve the applications.

Mr. Hayes made a motion to approve the raffle applications for Tri County Fire Company, which was seconded by Mr.

Misertino.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

FINANCE REPORT:

Mrs. Mollineaux stated that there is a resolution on the agenda to cover the added expenses to Keith Bonchi's office to complete the foreclosures that were discussed at the last meeting.

EMPLOYEES' REPORTS:

Mrs. Fascenelli stated that she had nothing to report.

Mr. Snyder stated that the paving is completed on Valley and Hazen Roads. He and Mr. Kastrud are looking at roads for grants for next year.

ENGINEER'S REPORT:

Mr. Kastrud reported an update on Watters and Heiser Roads. The DOT requires a pre-construction meeting minute notice for Heiser Road that Patrick had with the contract for Tilcon for Morris County and then we can submit for the final payment voucher for the last 25 % of the grant for both roads. That paperwork should be submitted within a week.

A discussion about the road grant process took place between Mayor Watters and Mr. Kastrud.

Mr. Kastrud and Mr. Snyder determined which roads to be put in for grants – Snyder Road and part of Janes Chapel Road. Mt. Bethel needs to be done, but Mr. Kastrud recommended showing the DOT that our roads are getting done, and then applying for a long road like Mt. Bethel.

Mr. Hayes made a motion to approve the submission of the grant for Snyder Road and Janes Chapel Road, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

PUBLIC PORTION:

Mayor Watters opened the Public Portion of the meeting; seeing none, Public Portion was closed.

RESOLUTION:

**RESOLUTION # 2019-108
TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

AWARD OF CONTRACT FOR AN INTERNATIONAL CAB AND CHASSIS TO NAVISTAR, INC. THROUGH BROWNS HUNTERDON INTERNATIONAL, BLOOMSBURY, N.J. UNDER NJPA 081716-NVS

WHEREAS, the Township of Mansfield is authorized pursuant to N.J.S.A. 52:34-6.2(b)(3) to use alternative procurement methods by entering into nationally recognized cooperative purchasing agreements, provided certain requirements are met; and;

WHEREAS, the Mansfield Public Works Department has recommended the award of a contract for the purchase of an International Cab and Chassis to Browns Hunterdon International based on a proposal dated May 21, 2019, which was submitted in accordance with a bid submitted by Navistar, Inc. to the National Joint Powers Alliance ("NJPA"), a national cooperative; and,

WHEREAS, the NJPA and the contract award by the NJPA to Navistar, Inc. meet the requirements of State law for awarding contracts through national cooperatives, including the following:

- The Navistar, Inc. contract was awarded through a competitive bidding process that complies with the laws covering the issuing entity;
- The NJPA is a contracting unit as defined by statute; and
- The NJPA bid was advertised as a national cooperative contract;

WHEREAS, Navistar, Inc. has submitted required documentation with its proposal, including the following:

- New Jersey Business Registration Certificate;
- Non-Collusion Affidavit and Stockholder Disclosure statement; and
- Proof of EEO compliance;

WHEREAS, as required by State statute, the Mayor and Committee are satisfied, based on the information and representations presented to it, that the use of the NJPA contract shall result in cost savings after all factors have been considered; and,

WHEREAS, as recommended by New Jersey Division of Local Government Services Local Finance Notice 2012-10, the Township published a Notice of Intent to Award a Contract under a National Cooperative Purchasing Agreement establishing a comment period for the award of the contract to Browns Hunterdon International under the NJPA contract; and,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Mansfield, County of Warren and State of New Jersey that the recommendation of the Mansfield Public Works Department be and is hereby approved and that a contract for the purchase of an International Cab and Chassis – be and is hereby awarded to Browns Hunterdon International, in the amount of \$ 58,401.00 in accordance with their proposal dated May 21, 2019; and,

BE IT FINALLY RESOLVED, that a copy of this resolution be provided to Browns Hunterdon International; the National Joint Powers Alliance and the Department of Public Works Supervisor.

AUTHORIZING PURCHASING FROM ESCNJ FOR TRUCK BODY UPFIT ON A 2019 INTERNATIONAL CV CHASSIS FROM REED SYSTEMS, LTD., 17 EDWARDS PLACE, ELLENVILLE, N.Y. 12428

WHEREAS, the Township of Mansfield wishes to purchase the upfit on a 2019 International CV chassis under ESCNJ Co-Op; and

WHEREAS, ESCNJ Co-Op # 65MCESCCPS Pricing System awarded a contract to Reed Systems, LTD., 17 Edwards Place, Ellenville, N.Y. 12428; and

WHEREAS, the Chief Financial Officer has certified that funds were requested in the 2019 budget for \$ 56,854.00 and the line item appropriation to be charged is C-04-44-215-0000-0003 Capital Reserves; and pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase the upfit on a 2019 International CV chassis through the ESCNJ Co-Op Pricing System.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue a purchase order to Reed Systems, LTD., 17 Edwards Place, Ellenville, N.Y. 12428.

RESOLUTION # 2019 –110
REFUND OF ROAD OPENING ESCROW

TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, Suburban Consulting Engineering issued a check for \$ 1,000.00 dated 7/28/16 for a road opening escrow (Clinton Avenue) with the Township of Mansfield, County of Warren,

WHEREAS, there remains a balance of \$ 355.00 in the escrow account,

WHEREAS, the Township Engineer has determined that the escrow balance can be refunded,

NOW, THEREFORE BE IT RESOLVED, that the Township Finance Office be authorized to refund the amount of \$ 355.00 to Suburban Consulting Engineering.

RESOLUTION # 2019-111
TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY

AUTHORIZING CANCELLATION OF A RESERVE BALANCE

WHEREAS, a reserve balance exists for a public and private grant which is required to be cancelled by resolution;

NOW, THEREFORE, BE IT RESOLVED, by the Mansfield Township Committee of the Township of Mansfield that the following grant reserve balance be cancelled:

| <u>TITLE</u> | <u>Reserve Balance</u> |
|--|------------------------|
| Sustainable New Jersey Grant Rain Barrel Workshop | \$ 356.05 |

**RESOLUTION # 2019-112
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY**

**TO CANCEL RECEIVABLE BALANCES AND CORRESPONDING RESERVE BALANCES FOR GRANT
RECEIVABLE AND APPROPRIATED RESERVES**

WHEREAS, various receivable balances and appropriated reserves from the State of New Jersey which remains on the Grant Fund balance sheet have expired, and

WHEREAS, it is necessary to formally cancel the receivable balance and appropriated reserve balance, and

WHEREAS, this action is recommended by the township auditor;

NOW, THEREFORE, BE IT RESOLVED, that the following grant receivable and appropriation reserve balances be cancelled:

| | <u>Reserve Balance</u> | <u>Receivable Balance</u> |
|---|------------------------|---------------------------|
| 04-226-44-997-2-9000 N.J. D.O.T Washburn Road Rehabilitation Grant | \$ 8,708.91 | \$ 946.41 |

Mr. Hayes made a motion to approve Resolutions 2019-108 through 2019-114, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

SECOND READING ORDINANCE:

ORDINANCE # 2019-05

**AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARY FOR AN EMPLOYEE OF THE TOWNSHIP
OF MANSFIELD AND THE METHOD OF PAYMENT OF SUCH SALARY AND**

BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

SECTION 1, The salary per annum of rate of compensation for the following officer and employee of the Township of Mansfield is determined to be as follows:

| | RANGE | |
|--------------|--------------|-----------------|
| Police Chief | \$ 90,000.00 | - \$ 155,000.00 |

Mr. Hayes made a motion to approve the second reading of Salary Ordinance 2019-05, which was seconded by Mrs. Mora Dillon.

Mayor Watters opened the floor for comments on Ordinance 2019-05; seeing none, the public comment period was closed.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mayor Watters asked Mr. Misertino about the status of the Environmental Commission's bee boxes. Boxes have arrived and the Commission has a list of where to place them—along the Musconetcong River, Pequest Hatchery, three (3) locations in the park, one (1) in the woods of the Municipal Building, and a private location—Skyland's Unitarian Fellowship. They'd like to place them this weekend on Saturday. Mr. Snyder commented that they be placed in areas where they cannot sting anyone. Mayor suggested the boxes by the cell towers be placed in the woods or cell workers will kill them.

A discussion regarding grant payment and purchase orders for the bee boxes took place between the Committee and Mrs. Mollineaux, CFO. Mayor Watters suggested holding off putting up the boxes until the payment issue is resolved. Mr. Misertino will tell the Environmental Commission to give Mrs. Mollineaux the necessary paperwork for payment to be made.

Mr. Lavery, Esq. stated that if anyone gets stung by a bee and has an allergic reaction, they would claim it came out of one of our bee boxes.

EXECUTIVE SESSION:

Mr. Hayes made a motion to move into Executive Session, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

REGULAR SESSION:

Mr. Hayes made a motion to move back into Regular Session, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mr. Lavery, Esq. stated they emerged from Executive Session at approximately 8:39 pm where they discussed a number of contractual matters—Mt. Bethel Church, Rescue Squad, personnel matter, attorney/client privilege matter dealing with the Chief, potential litigation dealing with Mt. Bethel Fire Company. No official action was taken. Copies of these minutes will be available at such time the Committee determines it's within the public interest.

Mr. Lavery called for a motion to approve Resolution 2019- 115 as amended to authorize payment to Kunzman subject to Mr. Margulies certifying that the work has been completed and that would approve the payment of up to \$16,566 or partial payment thereof, at such time the architect determines the scope has been sufficiently completed.

Mr. Hayes made a motion to approve Resolution 2019-115 as amended, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: None
Abstain: Mr. Misertino

COMMITTEE PERSON COMMENTS:

Mr. Hayes participated in an active shooter drill on June 28 at Phillipsburg High School. Chief Reilly, State Police, Homeland Security, numerous rescue squads and fire departments were there to evaluate response time to a mass casualty at the high school. It was a five-hour drill with adults posing as injured students. Chief Reilly also commented on how the drill played out.

Mr. Misertino just sent out an email to the Environmental Commission regarding the bee houses.

Mrs. Mora Dillon made a motion for a Rice Notice for next meeting from a discussion from Executive Session, which Mr. Farino seconded.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mr. Hayes made a motion to adjourn at 8:43 pm.